

## SSM 1-4 INDIVIDUAL CONTRIBUTOR LEVEL DESCRIPTORS

	SSM 1	SSM 2	SSM 3	SSM 4
<ul style="list-style-type: none"> <li><b>Education- Equivalent Experience Guidelines</b> (BA/BS = 6 yrs exp)</li> </ul>	BA/BS + 3-5 yrs exp MS+0 yrs exp Equiv. Experience=9 yrs	BA/BS + 5-8 yrs exp MS+ 2 yrs exp Equiv experience=11 yrs	BA/BS + 10 yrs exp MS+7 yrs exp Equiv. Experience=16 yrs	BA/BS + 15 yrs exp MS+12 yrs exp Equiv. Experience=21 yrs
<b>KNOWLEDGE Application of Professional Expertise</b>	General Knowledge Working knowledge of standard employer practices	<ul style="list-style-type: none"> <li>Specialized/Technical Knowledge</li> <li>In-depth knowledge of policies and procedures</li> </ul>	<ul style="list-style-type: none"> <li>Advanced Technical Knowledge</li> <li>Applying complex/ specialized knowledge to assignments.</li> </ul>	<ul style="list-style-type: none"> <li>Professional/Consultative Knowledge</li> <li>Highly specialized technical administrative or professional level</li> </ul>
<b>LEVEL OF DIRECTION (Freedom to Act on Tasks or Assignments)</b>	<ul style="list-style-type: none"> <li>Works under general direction within guidelines, policy or past precedent</li> <li>Independent action within a defined area</li> <li>Work is reviewed while in progress</li> </ul>	<ul style="list-style-type: none"> <li>Works under limited direction</li> <li>Works within broad policy</li> <li>Makes decisions within a defined area of responsibility</li> <li>Work is reviewed upon completion</li> </ul>	<ul style="list-style-type: none"> <li>Works under minimal direction</li> <li>Makes decisions where no guidelines exist</li> <li>Decisions made may set precedent</li> <li>Reviews work of others</li> </ul>	<ul style="list-style-type: none"> <li>Generates self direction</li> <li>Decisions typically have broad Laboratory impact</li> <li>Leads strategic planning initiatives</li> </ul>
<b>PROBLEM COMPLEXITY</b>	<ul style="list-style-type: none"> <li>Solves problems of minimal complexity within own organization</li> <li>Work is performed within guidelines and past precedent</li> <li>May participate in the revision of policies and procedures</li> </ul>	<ul style="list-style-type: none"> <li>Solves problems of moderate complexity where guidelines may be lacking</li> <li>Assumes responsibility for defined projects</li> <li>Decisions involve diverse, conflicting or intangible elements within own organization</li> </ul>	<ul style="list-style-type: none"> <li>Solves unusual problems of advanced complexity</li> <li>May create new guidelines or policies</li> <li>Decisions involve diverse, conflicting or intangible elements internal or external to own organization</li> </ul>	<ul style="list-style-type: none"> <li>Solves problems at an inter-Directorate or Institutional level</li> <li>Works within conflicting priorities and makes decisions that impact the Laboratory</li> <li>Evaluates and implements new policies that impact the Institution</li> </ul>
<b>SCOPE OF INFLUENCE/ IMPACT OF ERROR</b> (People, Budget, Security)	<ul style="list-style-type: none"> <li>Little or no contact outside of own Organization</li> <li>Errors in judgement could have a moderate impact within a Group or Division</li> </ul>	<ul style="list-style-type: none"> <li>Routine contact outside of own organization</li> <li>Errors in judgement could have a significant impact within a Division or Directorate</li> </ul>	<ul style="list-style-type: none"> <li>Responsible contacts across directorates within the Lab and occasionally external to the Lab</li> <li>Errors in judgement could have considerable impact across Directorates or Institutionally</li> </ul>	<ul style="list-style-type: none"> <li>Regular contacts throughout the Lab and external to the Lab</li> <li>Errors could seriously affect the financial, employee, or public relations posture of the organization</li> </ul>